



AGENDA ITEM SUMMARY FORM

MEETING DATE: August 19, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an Ordinance Amending Chapter 3, Article 3.04 Substandard Buildings, of the Code of Ordinances of the City of Manor, Texas Designating the City Council as the Hearing Body for Substandard Building Proceedings; Removing References to the Board of Adjustments and Appeals.

BACKGROUND/SUMMARY:

There are structures in the city that can be deemed substandard, but to make that determination under our current codes, the case must come before the Board of Adjustment. There is no active do Board, so Article 3.04 has been rewritten to delegate the process to the City Council.

For the City Council to consider substandard building determinations, the required public hearing must be conducted as an administrative evidentiary hearing. Under this process, the city and its code enforcement authority may present testimony and evidence for its claims, and the property owner and any person having an interest in the structure may present factual evidence relevant to the city's claims. The considerations and actions the Council may take when hearing a case are largely unchanged from the way the code is currently written, under which the Board of Adjustment hears the case. The only modification, which is shown as a red line, is the Council's ability to assess expenses incurred by the city onto the property owner. Under the current code, if a property owner fails to make repairs or remove the structure, the city can cause the work to be done and assess a lien on the property. Liens, however, cannot be placed on homestead property, so this updated code allows the City Council to not only place a lien, but if a lien is not possible, then to pursue any lawful remedy available to collect the unpaid amount.

ATTACHMENTS: Yes

- Draft Ordinance